



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

Date of Award: **MAR 13 2017**

First Hospital Laboratories, Inc.
dba FIRSTLAB
100 Highpoint Drive, Suite 102
Chalfont, PA 18914

Attention: Stacy Williams, EVP & Chief Financial Officer

Reference: RFP2000002053, Alcohol & Drug Testing Services

Dear Ms. Williams:

ACCEPTANCE AGREEMENT

Contract Number: 4400007544

This Acceptance Agreement signifies a contract award for Alcohol and Drug Testing Services for Fairfax County Government (FCG) and Fairfax County Public Schools (FCPS). The initial period of the contract is from April 1, 2017 through March 31, 2022, with two (2) one-year renewal options or a combination thereof.

The contract award shall be in accordance with:

- 1) This Acceptance Agreement; and
- 2) The Attached Memorandum of Negotiation.

Please note that this is not an order to proceed. A Purchase Order, which constitutes your notice to proceed, will be issued to your firm. Please provide your Insurance Certificate according to Special Provisions, paragraph 19 within ten (10) days of receipt of this letter to the Contract Specialist. All questions in regards to this contract shall be directed to the Contract Specialist, Yong Kim at (703) 324-3217 or via e-mail at yong.kim@fairfaxcounty.gov.

Sincerely,

Cathy A. Muse, CPPO
Director/County Purchasing Agent

Department of Procurement & Material Management
12000 Government Center Parkway, Suite 427
Fairfax, VA 22035-0013
Website: www.fairfaxcounty.gov/dpmm
Phone 703-324-3201, TTY: 711, Fax: 703-324-3228



County of Fairfax, Virginia

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MEMORANDUM OF NEGOTIATION RFP 2000002053

The County of Fairfax (hereinafter called the County) and First Hospital Laboratories, Inc. dba FirstLab (hereinafter called the Contractor) hereby agree to the following in the execution of Contract **4400007544**. The final contract contains the following items:

- a. County's Request for Proposal RFP 2000002053 and all Addenda;
- b. Contractor's Technical proposal dated October 18, 2016;
- c. Contractor's Cost Proposal, Attachment #1 (Proposed List of Collection Sites/Clinics), and Attachment #2 (Background Screens – Menu of Services) dated January 4, 2017.
- d. This Memorandum of Negotiations;
- e. County's purchase order; and
- f. Any subsequent amendments to the Contract.

In addition, the County and the Contractor agreed to the following:

1. The County have been having some issues with reporting involving INOVA which has resulted in problems in billing. The Contractor has already contacted INOVA to educate and train their staff on the variety of Chain of Custody (CCF) for Fairfax County and to take extra care when pulling them for a collection. The Contractor will continue to monitor the situation to make sure these type of errors are addressed immediately. agrees to the current County marketing process.
2. The Testing locations need to have parking available which accommodate commercial vehicles as some current sites do not provide this. The Contractor will resolve this by doing a complete audit of the collection sites to update the following: Tractor Trailer parking, Hours of Operations, Public Transportation availability, and Electronic chain of custody Form (Eccf).
3. The County would like to have periodic meetings with the Contractor to discuss any issues which might arise during the contract. The Contractor will schedule quarterly Business review via webinar/conference calls and a yearly onsite end of year meeting if requested. Urgent issues can be addressed by e-mailing or contacting Account Coordinator, Andrea Rose and her support team.
4. The following prices below replaces the pricing provided in **Contractor's Cost proposal dated January 4, 2017**:
 - **On Site Drug Testing will be priced at \$46.20** will apply regardless of the site used as long as the County is utilizing approved On-site collectors.
 - **Drug Testing at Collector's Site will be priced at \$41.75** will apply at the list of First Lab sites (see Attachment #1 (Proposed List of Collection Sites/Clinics) and INOVA sites. First Lab will also set up the network of Patient Service Centers (PSC) to add additional sites for urine drug screens (DOT and non-DOT).
 - **Drug Testing at Collector's Site for DFS-CPS will be priced at \$41.75** will apply at the list of First Lab sites (see Attachment #1 (Proposed List of Collection Sites/Clinics) and INOVA sites. First Lab will also set up the network of Patient Service Centers (PSC) to add additional sites for urine drug screens (DOT and non-DOT).

Department of Procurement and Material Management
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County of Fairfax, Virginia

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- **Drug Testing at Collector's Site for Reasonable Suspicion will be priced \$41.75** will apply at the list of First Lab sites (see Attachment #1 (Proposed List of Collection Sites/Clinics) and INOVA sites. First Lab will also set up the network of Patient Service Centers (PSC) to add additional sites for urine drug screens (DOT and non-DOT).
 - **MRO Review of Results of Medical Examination will be No Charge/Included in per test fee.**
5. The Contractor agreed that Litigation Assistance will have a daily cap of \$1,500.
6. In Attachment #2 (Background Screens – Menu of Services) the statement “*Plus county/state/federal court or access fees,” the fees associated with this statement are the Corresponding State Fee for Virginia is \$8.25 (ref. to MVR State Fee List) and Virginia does not have court fee (ref. to Court Fee List).
7. In Attachment #2 (Background Screens – Menu of Services) the statement “**Plus third party access fees (Work Number, NTC),” the fee associated with this statement are the Work fee is \$30. NTC varies by school (average fee is \$9.95). Third Party fees verify by the school/organization.

ACCEPTED BY:

Digitally signed by Stacy Williams
DN: cn=Stacy Williams, o=FirstLab, ou=Finance
Dept., email=swilliams@firstlab.com, c=US
Date: 2017.02.13 17:21:07 -05'00'

Stacy Williams, EVP & Chief Financial Officer
First Hospital Laboratories, Inc. dba FirstLab

Teri Flynn, Risk Manager
Risk Management Division

Cathy A. Muse, CPPO
Director/County Purchasing Agent

02/13/2017

Date

2-14-17

Date

3/10/17

Date

MVR State Fee List

MVR Reports		
Corresponding State Fee List		
State	Price	
AL	\$ 11.00	
AK	\$ 11.25	
AZ	\$ 7.25	
AR	\$ 14.25	
CA	\$ 3.25	
CO	\$ 3.45	
CT	\$ 19.25	
DE	\$ 26.25	
DC	\$ 14.25	
FL	\$ 10.27	
GA	\$ 7.25	
HI	\$ 24.25	
ID	\$ 10.25	
IL	\$ 13.25	
IN	\$ 8.75	
IA	\$ 9.75	
KS	\$ 9.95	
KY	\$ 6.25	
LA	\$ 19.25	
ME	\$ 8.25	
MD	\$ 13.25	
MA	\$ 9.25	
MI	\$ 9.25	
MN	\$ 6.25	
MS	\$ 15.25	
MO	\$ 6.25	
MT	\$ 8.75	
NE	\$ 4.25	
NV	\$ 9.25	
NH	\$ 14.25	
NJ	\$ 13.25	
NM	\$ 7.75	
NY	\$ 8.25	
NC	\$ 11.25	
ND	\$ 4.25	

MVR State Fee List

OH	\$	6.25	
OK	\$	28.75	
OR	\$	10.93	
PA	\$	12.25	
RI	\$	21.25	
SC	\$	8.75	
SD	\$	6.25	
TN	\$	8.25	
TX	\$	8.75	
UT	\$	10.25	
VT	\$	19.25	
VA	\$	8.25	
WA	\$	14.25	
WV	\$	10.25	
WI	\$	8.25	
WY	\$	6.25	

County Court Adjustment Fee List

County Court Adjustment Fee List		
California		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Alpine County CA	\$15.00	\$15.00
Colusa County CA	\$5.00	\$5.00
Del Norte County CA	\$15.00	\$5.00
Glenn County CA	\$15.00	\$15.00
Imperial County CA	\$15.00	\$15.00
Inyo County CA	\$15.00	\$15.00
Lassen County CA	\$15.00	\$15.00
Los Angeles County CA	\$5.00	\$0.00
Mariposa County CA	\$15.00	\$15.00
Mendocino County CA	\$15.00	\$15.00
Modoc County CA	\$15.00	\$15.00
Mono County CA	\$15.00	\$15.00
Colorado		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Adams County CO	\$0.75	\$0.75
Alamosa County CO	\$0.75	\$0.75
Arapahoe County CO	\$0.75	\$0.75
Archuleta County CO	\$0.75	\$0.75
Baca County CO	\$0.75	\$0.75
Bent County CO	\$0.75	\$0.75
Boulder County CO	\$0.75	\$0.75
Broomfield County CO	\$0.75	\$0.75
Chaffee County CO	\$0.75	\$0.75
Cheyenne County CO	\$0.75	\$0.75
Clear Creek County CO	\$0.75	\$0.75
Conejos County CO	\$0.75	\$0.75
Costilla County CO	\$0.75	\$0.75
Crowley County CO	\$0.75	\$0.75
Custer County CO	\$0.75	\$0.75
Delta County CO	\$0.75	\$0.75
Denver County CO	\$0.75	\$0.75
Dolores County CO	\$0.75	\$0.75
Douglas County CO	\$0.75	\$0.75

County Court Adjustment Fee List

Eagle County CO	\$0.75	\$0.75
El Paso County CO	\$0.75	\$0.75
Elbert County CO	\$0.75	\$0.75
Fremont County CO	\$0.75	\$0.75
Garfield County CO	\$0.75	\$0.75
Gilpin County CO	\$0.75	\$0.75
Grand County CO	\$0.75	\$0.75
Gunnison County CO	\$0.75	\$0.75
Hinsdale County CO	\$0.75	\$0.75
Huerfano County CO	\$0.75	\$0.75
Jackson County CO	\$0.75	\$0.75
Jefferson County CO	\$0.75	\$0.75
Kiowa County CO	\$0.75	\$0.75
Kit Carson County CO	\$0.75	\$0.75
La Plata County CO	\$0.75	\$0.75
Lake County CO	\$0.75	\$0.75
Larimer County CO	\$0.75	\$0.75
Las Animas County CO	\$0.75	\$0.75
Lincoln County CO	\$0.75	\$0.75
Logan County CO	\$0.75	\$0.75
Mesa County CO	\$0.75	\$0.75
Mineral County CO	\$0.75	\$0.75
Moffat County CO	\$0.75	\$0.75
Montezuma County CO	\$0.75	\$0.75
Montrose County CO	\$0.75	\$0.75
Morgan County CO	\$0.75	\$0.75
Otero County CO	\$0.75	\$0.75
Ouray County CO	\$0.75	\$0.75
Park County CO	\$0.75	\$0.75
Phillips County CO	\$0.75	\$0.75
Pitkin County CO	\$0.75	\$0.75
Prowers County CO	\$0.75	\$0.75
Pueblo County CO	\$0.75	\$0.75
Rio Blanco County CO	\$0.75	\$0.75
Rio Grande County CO	\$0.75	\$0.75
Routt County CO	\$0.75	\$0.75
Saguache County CO	\$0.75	\$0.75
San Juan County CO	\$0.75	\$0.75
San Miguel County CO	\$0.75	\$0.75

County Court Adjustment Fee List

Sedgwick County CO	\$0.75	\$0.75
Summit County CO	\$0.75	\$0.75
Teller County CO	\$0.75	\$0.75
Washington County CO	\$0.75	\$0.75
Weld County CO	\$0.75	\$0.75
Yuma County CO	\$0.75	\$0.75
Florida		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Baker County FL	\$14.00	\$14.00
Bradford County FL	\$14.00	\$14.00
Calhoun County FL	\$14.00	\$14.00
Franklin County FL	\$14.00	\$14.00
Gadsden County FL	\$14.00	\$14.00
Gilchrist County FL	\$14.00	\$14.00
Glades County FL	\$14.00	\$14.00
Gulf County FL	\$14.00	\$14.00
Hamilton County FL	\$14.00	\$14.00
Madison County FL	\$14.00	\$14.00
Nassau County FL	\$14.00	\$14.00
Sumter County FL	\$14.00	\$14.00
Suwannee County FL	\$14.00	\$14.00
Taylor County FL	\$14.00	\$14.00
Union County FL	\$14.00	\$14.00
Walton County FL	\$14.00	\$14.00
Washington County FL	\$14.00	\$14.00
Hawaii		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Hawaii County HI	\$6.50	\$0.00
Honolulu County HI	\$6.50	\$0.00
Kauai County HI	\$6.50	\$0.00
Maui County HI	\$6.50	\$0.00
Louisiana		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Evangeline County LA	\$5.00	\$5.00
Orleans County LA	\$10.00	\$10.00
Maine		

County Court Adjustment Fee List

County	Criminal Adjustment Fee	Civil Adjustment Fee
Androscoggin County ME	\$40.00	\$40.00
Aroostook County ME	\$20.00	\$20.00
Cumberland County ME	\$20.00	\$20.00
Franklin County ME	\$20.00	\$20.00
Hancock County ME	\$20.00	\$20.00
Kennebec County ME	\$20.00	\$20.00
Knox County ME	\$20.00	\$20.00
Lincoln County ME	\$20.00	\$20.00
Oxford County ME	\$20.00	\$20.00
Penobscot County ME	\$20.00	\$20.00
Piscataquis County ME	\$20.00	\$20.00
Sagadahoc County ME	\$20.00	\$20.00
Somerset County ME	\$20.00	\$20.00
Waldo County ME	\$20.00	\$20.00
Washington County ME	\$20.00	\$20.00
York County ME	\$40.00	\$40.00
Michigan		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Alcona County MI	\$20.00	\$20.00
Alger County MI	\$15.00	\$15.00
Alpena County MI	\$5.00	\$5.00
Arenac County MI	\$15.00	\$15.00
Baraga County MI	\$15.00	\$15.00
Barry County MI	\$10.00	\$10.00
Berrien County MI	\$10.00	\$10.00
Branch County MI	\$10.00	\$10.00
Cass County MI	\$20.00	\$20.00
Charlevoix County MI	\$7.00	\$7.00
Clare County MI	\$16.00	\$16.00
Crawford County MI	\$5.00	\$5.00
Delta County MI	\$30.00	\$30.00
Dickinson County MI	\$20.00	\$20.00
Emmet County MI	\$10.00	\$10.00
Gladwin County MI	\$10.00	\$10.00
Gogebic County MI	\$50.00	\$50.00
Gratiot County MI	\$12.00	\$12.00
Hillsdale County MI	\$20.00	\$20.00

County Court Adjustment Fee List

Houghton County MI	\$40.00	\$40.00
Huron County MI	\$10.00	\$10.00
Ionia County MI	\$8.00	\$8.00
Iosco County MI	\$20.00	\$20.00
Iron County MI	\$25.00	\$25.00
Kalkaska County MI	\$10.00	\$10.00
Kent County MI	\$6.00	\$6.00
Keweenaw County MI	\$20.00	\$20.00
Lake County MI	\$5.00	\$5.00
Mackinac County MI	\$20.00	\$20.00
Marquette County MI	\$15.00	\$15.00
Mecosta County MI	\$10.00	\$10.00
Menominee County MI	\$12.00	\$12.00
Midland County MI	\$10.00	\$10.00
Missaukee County MI	\$5.00	\$5.00
Montcalm County MI	\$17.00	\$17.00
Montmorency County MI	\$10.00	\$10.00
Ogemaw County MI	\$5.00	\$5.00
Ontonagon County MI	\$30.00	\$30.00
Osceola County MI	\$10.00	\$10.00
Oscoda County MI	\$20.00	\$20.00
Otsego County MI	\$5.00	\$5.00
Presque Isle County MI	\$5.00	\$5.00
Roscommon County MI	\$5.00	\$5.00
Sanilac County MI	\$17.00	\$17.00
Schoolcraft County MI	\$20.00	\$20.00
Shiawassee County MI	\$10.00	\$10.00
Tuscola County MI	\$10.00	\$10.00
Van Buren County MI	\$7.00	\$7.00
Wexford County MI	\$5.00	\$5.00
Mississippi		
County	Criminal Adjustment Fee	Civil Adjustment Fee
George County MS	\$1.00	\$1.00
Greene County MS	\$10.00	\$10.00
Montana		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Beaverhead County MT	\$10.00	\$10.00

County Court Adjustment Fee List

Big Horn County MT	\$25.00	\$25.00
Blaine County MT	\$14.00	\$14.00
Broadwater County MT	\$14.00	\$14.00
Carbon County MT	\$10.00	\$10.00
Carter County MT	\$14.00	\$14.00
Cascade County MT	\$10.00	\$10.00
Chouteau County MT	\$14.00	\$14.00
Custer County MT	\$25.00	\$25.00
Daniels County MT	\$14.00	\$14.00
Deer Lodge County MT	\$5.00	\$5.00
Fallon County MT	\$25.00	\$25.00
Fergus County MT	\$15.00	\$15.00
Flathead County MT	\$10.00	\$10.00
Gallatin County MT	\$25.00	\$25.00
Garfield County MT	\$14.00	\$14.00
Glacier County MT	\$14.00	\$14.00
Golden Valley County MT	\$25.00	\$25.00
Granite County MT	\$7.00	\$7.00
Hill County MT	\$14.00	\$14.00
Jefferson County MT	\$20.00	\$20.00
Judith Basin County MT	\$14.00	\$14.00
Lake County MT	\$10.00	\$10.00
Lewis And Clark County MT	\$14.00	\$14.00
Liberty County MT	\$14.00	\$14.00
Lincoln County MT	\$3.00	\$3.00
Madison County MT	\$14.00	\$14.00
McCone County MT	\$25.00	\$25.00
Meagher County MT	\$14.00	\$14.00
Mineral County MT	\$25.00	\$25.00
Missoula County MT	\$10.00	\$10.00
Musselshell County MT	\$14.00	\$14.00
Park County MT	\$25.00	\$25.00
Petroleum County MT	\$14.00	\$14.00
Phillips County MT	\$14.00	\$14.00
Pondera County MT	\$4.00	\$4.00
Powder River County MT	\$25.00	\$25.00
Powell County MT	\$25.00	\$25.00
Prairie County MT	\$14.00	\$14.00

County Court Adjustment Fee List

Ravalli County MT	\$5.00	\$5.00
Richland County MT	\$25.00	\$25.00
Roosevelt County MT	\$5.00	\$5.00
Rosebud County MT	\$5.00	\$5.00
Sanders County MT	\$25.00	\$25.00
Sheridan County MT	\$14.00	\$14.00
Stillwater County MT	\$14.00	\$14.00
Sweet Grass County MT	\$14.00	\$14.00
Teton County MT	\$14.00	\$14.00
Toole County MT	\$21.00	\$21.00
Treasure County MT	\$25.00	\$25.00
Valley County MT	\$14.00	\$14.00
Wheatland County MT	\$14.00	\$14.00
Wibaux County MT	\$14.00	\$14.00
New Hampshire		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Belknap County NH	\$20.00	\$20.00
Carroll County NH	\$20.00	\$20.00
Cheshire County NH	\$20.00	\$20.00
Coos County NH	\$20.00	\$20.00
Grafton County NH	\$20.00	\$20.00
Hillsborough County NH	\$20.00	\$20.00
Merrimack County NH	\$20.00	\$20.00
Rockingham County NH	\$20.00	\$20.00
Strafford County NH	\$20.00	\$20.00
Sullivan County NH	\$20.00	\$20.00
Nevada		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Carson City County NV	\$5.00	\$5.00
Churchill County NV	\$5.00	\$5.00
Douglas County NV	\$5.00	\$5.00
Elko County NV	\$5.00	\$5.00
Eureka County NV	\$5.00	\$5.00
Lincoln County NV	\$5.00	\$5.00
Lyon County NV	\$5.00	\$5.00
Nye County NV	\$5.00	\$5.00
Storey County NV	\$5.00	\$5.00

County Court Adjustment Fee List

New York		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Allegany County NY	\$65.00	\$0.00
Bronx County NY	\$65.00	\$0.00
Cayuga County NY	\$65.00	\$0.00
Chemung County NY	\$20.00	\$20.00
Cortland County NY	\$20.00	\$20.00
Erie County NY	\$65.00	\$0.00
Essex County NY	\$0.00	\$5.00
Fulton County NY	\$65.00	\$0.00
Hamilton County NY	\$20.00	\$20.00
Kings County NY	\$65.00	\$0.00
Madison County NY	\$10.00	\$10.00
Nassau County NY	\$65.00	\$0.00
New York County NY	\$65.00	\$0.00
Oswego County NY	\$20.00	\$20.00
Queens County NY	\$65.00	\$0.00
Rensselaer County NY	\$65.00	\$0.00
Richmond County NY	\$65.00	\$0.00
Schuyler County NY	\$5.00	\$5.00
Steuben County NY	\$10.00	\$10.00
Tompkins County NY	\$20.00	\$20.00
Wyoming County NY	\$15.00	\$0.00
South Dakota		
County	Criminal Adjustment Fee	Civil Adjustment Fee
Aurora County SD	\$20.00	\$20.00
Beadle County SD	\$20.00	\$20.00
Bennett County SD	\$20.00	\$20.00
Bon Homme County SD	\$20.00	\$20.00
Brookings County SD	\$20.00	\$20.00
Brown County SD	\$20.00	\$20.00
Brule County SD	\$20.00	\$20.00
Buffalo County SD	\$20.00	\$20.00
Butte County SD	\$20.00	\$20.00
Campbell County SD	\$20.00	\$20.00
Charles Mix County SD	\$20.00	\$20.00
Clark County SD	\$20.00	\$20.00